

14 January 1978

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MEMORANDUM FOR: Assistant Deputy Director (Administration)

SUBJECT: Paper on Categories of Personnel

1. I have spent two days trying to understand the purpose and interest of the general policy statement prepared by the Personnel Office on the subject: "Categories of CIA Personnel". After lengthy discussions with [REDACTED] Mr. Houston and [REDACTED] I remain confused as to the purpose and need for this paper.

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2. I have been unable to secure agreement between even [REDACTED] and [REDACTED] as to the purpose of the paper. The following seem to be the avowed purposes:

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a. To merely redefine the obvious personnel categories of "employees", "detailed personnel" and "independent contractors" with the ultimate objective of reviewing and revising Part XIV of the Confidential Funds Regulations. Each of the fourteen categories of personnel provided therein would be either eliminated or would be classified under the appropriate major category. Special policies and procedures would then be established for each basic category and thereby pave the way for the preparation of a new comprehensive set of Personnel Regulations.

b. To establish a precise concept upon which to separate career employees from all other categories of personnel in order to provide a basis for the actual development and implementation of the career program.

3. My comments on this paper are:

a. If the purpose is merely to provide a basis for the review, adjustment and correction of certain faulty concepts and practices arising from the present Part XIV, the problem is purely one of improving the existing regulation and correcting existing faulty practices. This seems of no interest to the Career Service Board.

b. If the purpose is to establish at this time a precise concept of career employee in order to develop and implement the career service program, I do not believe the proposal is sufficiently explicit or concrete to enable any determination to be made. If this is the purpose, such a determination is a prerequisite to further planning and is of vital interest to the Career Service Board and should be completely and separately presented to the Board.

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4. The career service implications of the present proposal are considered inadequate for the following reasons.

a. It fails to indicate the vital determination as to whether the designation of individuals as career and temporary employees is to be an informal, internal administrative process or whether there will be a formal technical difference in their appointment status. This is considered to be a highly important point since appointment techniques will have a material effect upon the effectiveness of the program. Unless career employees receive "indefinite appointments" and temporary employees receive "term appointments", the entire program is likely to become embroiled in complications arising with the Social Security Act, Veterans' Preference Acts, etc.

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5. As a result of questions raised by myself, the General Counsel and [REDACTED] the paper has been withdrawn by [REDACTED] for further consideration and possible revision.

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Special Assistant to the
Deputy Director (Admin.)

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